

# Committee of Adjustment Application for Minor Variance

## Introduction – Minor Variance

An asterisk (\*) indicates a response is required

Page 2 of 10

## Pre-consultation with Zoning and Planning Services staff

**Was a Preliminary Zoning Review submitted for this proposal? (Residential properties only) \***

Yes

No

**Was Planning Services staff consulted? \***

Yes

No

It is **highly recommended** that a [Preliminary Zoning Review](#) and pre-consultation with Planning Services staff be completed prior to submitting your application to the Committee of Adjustment. Failure to do so may result in your application being deferred, refused or deemed incomplete.

[Preliminary Zoning Review form](#)

If you would like to schedule a pre-consultation with Planning staff, please email [planning@guelph.ca](mailto:planning@guelph.ca) before submitting this form.

**I understand that a Preliminary Zoning Review and pre-consultation with Planning Services staff is highly recommended \***

I agree

## Committee of Adjustment fee(s)

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Following the submission of this online form, Committee of Adjustment staff will contact you to complete the required fee payment and that until such time that the fee is received, the application will not be complete and will not be processed. For the application fee and the fee refund policy, please visit the [Committee of Adjustment fees](#) page.

**I understand that following the submission of this online form, Committee of Adjustment staff will contact me to complete the required fee payment \***

I agree

## Municipal Freedom of Information

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In submitting this development application and supporting document, the owner/authorized agent, hereby acknowledge the City of Guelph will provide public access to all development applications and supporting documentation, and provide their consent, that personal information, as defined by Section 2 of the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) is collected under the authority of the Municipal Act, 2001, and in accordance with the provisions of MFIPPA. Information on this application and any supporting documentation provided by the owner/authorized agent, consultants and solicitors, will be part of the public record and will also be available to the general public. Therefore, information on this application and any supporting documentation provided by the owner/authorized agent, consultants and solicitors, will be **posted online** and available to the general public.

Questions regarding the collection, use, and disclosure of this information may be directed to the Information and Access Coordinator at [privacy@guelph.ca](mailto:privacy@guelph.ca) or 519-822-1260 extension 2349.

**I understand and provide my consent, that personal information, as defined by Section 2 of the MFIPPA is collected under the authority of the Municipal Act, 2001, and in accordance with the provisions of MFIPPA. \***

I agree

## Permission to enter the site

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**The owner or authorized agent hereby authorizes the Committee of Adjustment members and City of Guelph staff to enter onto the above-noted property for the limited purposes of evaluating the merits of this application. \***

I agree

## Posting of Advisory Sign

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**I understand that each sign must be posted at least ten (10) days before the scheduled hearing of this application and be replaced, if necessary, until the day following the hearing. \***

I agree



# Committee of Adjustment Application for Minor Variance

## Contact information

An asterisk (\*) indicates a response is required

### Registered owner

If there is more than one owner, please include all registered owner(s) as listed on Transfer/Deed of Land.

<b>Name *</b>	<b>Phone *</b>	<b>Extension</b>	<b>Email *</b>
<input type="text" value="Church Hill Residences Inc."/>	<input type="text" value="(519) 831-2832"/>	<input type="text"/>	<input type="text" value="mariaf@mfproperty.com"/>

### Mailing address

<b>Unit</b>	<b>Street address *</b>	<b>City *</b>	<b>Postal code *</b>
<input type="text"/>	<input type="text" value="77 Woodside Road"/>	<input type="text" value="Guelph"/>	<input type="text" value="N1G 2H1"/>

### Is there an authorized agent? \*

- Yes
- No

### Agent information

**Organization/company name**

GSP Group Inc.

**Name \***

Charlotte Balluch

**Phone \***

(226) 243-7657

**Email**

cballuch@gspgroup.ca

**Is the agent mailing address the same as the one for the registered owner? \***

Yes

No

**Agent mailing address**

**Street address \***

201-72 Victoria Street South

**City \***

Kitchener

**Province \***

Ontario

**Postal code \***

N2G 4Y9

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# Committee of Adjustment Application for Minor Variance

## Property information

An asterisk (\*) indicates a response is required

Page 4 of 10

### Property address

**Street number \***

11

**Street \***

Cork Street West

**City \*** 

Guelph

**Province \***

Ontario

**Postal code**

N1H 2W9

### Legal Description of the property

The legal description is the registered plan and lot number(s)

**Legal description of the property \***

PLAN 8 PT LOTS 1054 AND 1055

[Official Plan Designation – Schedule: Land Use \(PDF\)](#)

**Official Plan Designation – Land Use \***

Mixed Use 1 (Downtown)

[Zoning Designation under Zoning By-law \(1995\)-14864 – Interactive Map](#)

**Current zoning designation under Zoning By-law (1995)-14864, as amended \***

D.1-24

Zoning Designation under Zoning By-law (2023)-20790, as amended – Interactive Map

**Current zoning designation under Zoning By-law (2023)-20790, as amended \***

D.1

**Date property was purchased \***

1/1/1988



**Is a building or structure proposed? \***

Yes

No

**Date of proposed construction \***

8/7/2023



**Is this a vacant lot? \***

Yes

No

**Is this a corner lot? \***

Yes

No

**Length of time existing uses have continued \***

50+ years

**Existing use of the subject property \***

Residential

## Dimensions of the property

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Please refer to survey plan or site plan

**Frontage (metres) \***

24.05

**Area (metres squared) \***

708.9

**Depth (metres) \***

29.52

# Committee of Adjustment Application for Minor Variance

## Application details

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## Purpose of the application

Is the purpose of the application enlargement/extension of legal non-conforming use? \*

Yes

No

Purpose of the application \* 

new building

building addition

accessory structure

accessory apartment

fence height

additional use

variance(s) related to a consent application

other

Type of proposal (select all that apply) \*

Existing

Proposed

## Variance(s) required under Zoning By-law (1995)-14864, as amended

The City of Guelph recently approved a new Zoning By-law. This means that applicants will need to apply under both the current, and previous Zoning By-law while the transition occurs. Please ensure you are applying for variances under both Zoning By-law (1995)-14864, as amended and Zoning By-law (2023)-20790, as amended.

[View the Zoning Bylaw](#)

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**Are variance(s) from Zoning By-law (1995)-14864, as amended, required? \***

Yes

No

## Variance(s) required under Zoning By-law (2023)-20790, as amended

[View the Zoning Bylaw](#)

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**Are variance(s) from Zoning By-law (2023)-20790, as amended, required? \***

Yes

No

**Section or table of Zoning Bylaw (2023)-20790, as amended \***

**Proposed \***

**Required \***

5.2.2.(a)

0 m

3 m

**Section or table of Zoning Bylaw (2023)-20790, as amended \***

**Proposed \***

**Required \***

5.2.2.(b)

0 m

3 m

**Section or table of Zoning Bylaw (2023)-20790, as amended \***

**Proposed \***

**Required \***

Table 9.1

Multiple Attached Dwelling

Multiple Attached Dwelling not a permitted use

**Why is it not possible to comply with the Zoning Bylaw?**

**Please describe the reasons why the variance(s) are needed \* **

This is a small underutilized site in Guelph's downtown. The setback requirements for parking cannot be met and make good use of the site so a fence is proposed to act as a buffer to parking. The process to develop a 10-unit multiple attached dwelling began before the approval of the Comprehensive Zoning By-law (currently under appeal) and is a desirable use for the site. Please see covering letter, dated July 11, 2023 for further detail.

**Other development applications that relate to this minor variance. Has the subject land ever been the subject of:**

Official Plan Amendment

Zoning Bylaw Amendment

Plan of Subdivision

Site Plan

Building Permit

Consent

Previous Minor Variance Application

**Previous Minor Variance Application reference/application number \***



A-25/22 and A-26/22

# Committee of Adjustment Application for Minor Variance

## Building information

An asterisk (\*) indicates a response is required

Page 6 of 10

### Existing buildings and structures

#### Main building (dwelling and building)

**Gross floor area of  
main building  
(square metres) \***

105.3

**Number of stories of  
main building \***

3

**Height of the main  
building (metres) \***

12.65

**Width of the main  
building (metres) \***

15.5

**Length of the main  
building (metres) \***

20.5

#### Additional existing buildings

**Are there any additional buildings or structures on the subject  
property? \***

Yes

No



# Committee of Adjustment Application for Minor Variance

## Building information (continued)

An asterisk (\*) indicates a response is required

### Proposed buildings and structures

Add a proposed building or structure (check all that apply) \*

- Accessory structure
- Building addition
- Deck
- Porch
- Other

Proposed other structure

Please specify

Type of proposed structure \*

10-unit stacked townhouse

Gross floor area of proposed structure (square metres) \*

1063.2

Number of stories of structure \*

3

Height of structure (metres) \*

12.61

Width of structure (metres) \*

21.01

Length of structure (metres) \*

15.56



# Committee of Adjustment Application for Minor Variance

## Setbacks, access and services

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### Setbacks for all Buildings and Structures

A setback is the distance from a property line to the nearest wall/structure/building.

#### Existing

**Front setback (metres) \***

**Rear setback (metres) \***

**Left setback (metres) \***

**Right setback (metres) \***

#### Proposed

**Front setback (metres) \***

**Rear setback (metres) \***

**Left setback (metres) \***

**Right setback (metres) \***

### Type of Access to the Subject Lands

**Type of Access to the Subject Lands (check all that apply) \***

Provincial highway

Municipal road

Private road

Water

Other

## Types of Municipal Services

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**Types of Municipal Service (check all that apply)**

Water

Sanitary  
sewer

Storm  
sewer



# Committee of Adjustment Application for Minor Variance

## Summary and review

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### Sworn Declaration

I solemnly declare that all of the above statements contained in this application are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the Canada Evidence Act.

**Name \***

**Date \***

**Street address \***

**City \***

**Province \***

### Appointment and Authorization

I have been authorized by the registered property owner(s) as the agent for the purpose of submitting an application(s) to the Committee of Adjustment and I am acting on behalf of the owner(s) in relation to this application.

**Name \***

**Date \***

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## Additional fees

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### Committee of Adjustment

For the application fee related to the Committee of Adjustment, please visit the [Committee of Adjustment fees](#) page.

### Conservation Authority - GRCA

Should the lands be within an area of interest to the [Grand River Conservation Authority](#) (GRCA), a further fee may be required for GRCA comments.

### Legal and Realty Services

Any municipal agreement required as a condition of minor variance approval will be subject to a fee of \$428.00 plus HST and applicable search and registration costs.

### Building Services

For fees related to permits issued by Building Services, please visit [Building Services fee webpage](#)

### Other Fees

For information on any other additional user fees, please visit the [2023 User Fee Guide](#)

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**I have read and understood the statements above. \***

I agree

**What email address would you like us to contact you with? \***

# Office use only

File number

**A-55/23**

## Address

11 Cork Street West  
Guelph, Ontario  
N1H 2W9

Comments from staff

**Received July 11, 2023**